

41st IATO ANNUAL CONVENTION
10th to 13th September 2026
Visakhapatnam, Andhra Pradesh

REGISTRATION FORM AND OTHER DETAILS

FORM A – DELEGATE REGISTRATION FORM

ABOUT THE DELEGATE

- Name : ☐ Mr. ☐ Mrs. ☐ Ms. _____
- Designation: _____
- Category of Member: ☐ Active ☐ Allied/Associate ☐ Non-Member
- ☐ *Local Delegate from Andhra Pradesh (For one delegate)*
- Nature of Business: ☐ Tour Operator ☐ Travel Agent ☐ Hotel ☐ Others
- Company/Organization's name _____
- Address: _____

- GST Number _____
- Tel(O): _____ Email _____ Mobile No _____
- Accompanying Spouse: ☐ No ☐ Yes Mr/Mrs _____
- Arrival on (dd/mm/yy) _____ at _____ AM/PM by _____
- Departure on (dd/mm/yy) _____ at _____ AM/PM by _____

REGISTRATION FEE

☐ Member: Rs. 7080/- per delegate ☐ Non-Member: Rs. 10030/- per delegate

☐ *Local Delegate from Andhra Pradesh: Rs. 3540/-*
(Limited to a single delegate- Accompanying spouse must register separately.)

SPOT REGISTRATION

☐ Members Rs. 8260/- per delegate

☐ Non-Members – Rs. 11210/- per delegate

☐ *Local Delegate from Andhra Pradesh: Rs. 3540/-*
(Limited to a single delegate - Accompanying spouse must register separately.)

(The above registration fee is inclusive of GST @ 18%, spouse complimentary for Members & non - members)

Enclosed please find cash/cheque/demand draft no. _____ for Rs. _____ as Registration Fee/ or Online payment.

Transfer Assistance

IATO will provide shuttle transfer services in groups to the delegates at regular short intervals and not the individual transfers. In case any delegate requires an individual transfer, kindly make your own arrangements.

Post Tours: Participation is limited to members and non-members from India, except the local delegates from Andhra Pradesh as they are already familiar with the destination.

ACCOMMODATION

IATO has negotiated special discounted room rates for delegates in various hotels as per list attached. Rates mentioned are on per night basis. Kindly give at least Three choice of your hotel out of the list attached. We shall try to accommodate you in the hotel of your choice but can not be guaranteed.

☐ Yes. Please arrange for me/us one ☐ Double ☐ Single ☐ Twin Room
at (please give two choice) 1) _____ 2) _____ 3) _____

☐ In the event of room cancelled on or after 7th September 2026/or no-show /or any reduction in the number of nights booked, the hotel reserves the right to levy retention charges on IATO for the entire duration of room booked. Such charges, if applicable, will be recovered by IATO from the concerned delegate. By confirming this booking, I acknowledge and agree to these terms and conditions.

☐ if sharing room with any other registered delegate, please mention name Mr./Ms./Mrs. _____
and name of company _____

☐ No, I/We shall arrange our own accommodation.

☐ I undertake to pay all hotel charges including room tariff directly to hotel.

SPOUSE TOUR (Complimentary)

- ☐ Yes, will take spouse tour no. 1
☐ Yes, will take spouse tour no. 2
☐ No spouse tour required

POST CONVENTION TOURS

☐ No post tour required

☐ Yes, I will take Post Convention Tour No. _____ (mention tour number)
Delegate details Male/Female _____ age _____
Spouse details Male/Female _____ age _____

- ☐ Add Rs. 885 per pax for post tour no. 1
☐ Add Rs. 885 per pax for post tour no. 2
☐ Add Rs. 1770 per pax for post tour no. 3
☐ Add Rs. 2655 per pax for post tour no. 4
☐ Add Rs. 2655 per pax for post tour no. 5
☐ Add Rs. 2655 per pax for post tour no. 6

(The above post tour charges are inclusive of GST @ 18%, accommodation is on Twin Sharing)

☐ Whether accommodation is required after the post tour in Visakhapatnam, If yes from _____ to _____

Date _____

Signature of the Delegate

REGISTRATION INFORMATION

- Please fill up the complete form and do not leave any column blank.
- Registration forms duly filled in along with the fee need to be forwarded to: Indian Association of Tour Operators, 310, Padma Tower- II, 22, Rajendra Place, New Delhi-110008.
- All payments by cheque/demand draft should be drawn in favour of “Indian Association of Tour Operators” on any Delhi bank. Payment can be made online on www.iato.in by Visa/Master Credit/Debit Card.
- Registration Form without payment will not be accepted
- **Last date for registration is 30th August, 2026 (without late fee).**
- Late fee supplement of Rs. 1000/- would be charged for Registration Forms received on or after 1st September 2026.
- *If cancellation is received on or before 6th September 2026, the amount will be refunded, after deduction of Rs. 1000/- towards secretarial charges. No refund will be made if cancellation is received on or after 7th September 2026.*
- Any change or substitution in the name of the delegate will attract a charge of Rs. 500/- per substitution as secretarial charges.
- While IATO has negotiated special discounted rates with the hotels and will help you in getting room reservation on first-come-first serve basis, the delegates shall have to pay all hotel charges including room tariff directly to the hotels.
- *In case of cancellation is received on or after 7th September 2026/ or in case of no show/or in case of reduction in number of room nights, hotel will charge retention for the whole nights booked.*
- For such cancellations/No shows, Hotel will send the invoice/bills to IATO which will be sent to the concerned delegate for settlement directly with the hotel under intimation to IATO.
- We have limited inventory of rooms splitted in 9 hotels in different categories and all are of good quality and we have negotiated very special rate with all of them. Delegates who wish to book accommodation through IATO, need to give at least Three Choice of your hotel out of the list attached. We shall try to accommodate you in the hotel of your choice but it cannot be guaranteed.
- Last date for registration of post-convention tours is 10th August 2026. However, this will be on first come first serve basis subject to availability of rooms in each tour.
- Accommodation in all post- convention tours would be on twin room sharing basis.
- Please note delegates who are travelling with spouse or companion and opt for Post-Convention Tours if spouse/companion withdraws from the Post Tour later, hotel accommodation would be given to the other delegates in the waitlist as all rooms are on twin sharing basis.
- Allotment of Hotel accommodation for the post tour would be on the discretion of the Registration Committee and cannot be challenged by the delegate as these are complimentary.
- Members opting for post-convention tours should book their return flight as per the timings given in the post tour details.
- It will be compulsory for all the delegate to follow SoPs/Guidelines issued by the MoHFW and the State Government.

LIST OF HOTELS

S.No.	Name of the Hotel	Rate (Rs.) Single (CPAI)	Rate Double (CPAI)
1	Novotel Visakhapatnam Varun Beach	10030	10030
2	Radisson Blue Resort, Visakhapatnam	10030	10030
3	WelcomHotel by ITC Hotels Devee	7875	7875

	Grand Bay, Visakhapatnam		
4	Four Points by Sheraton	6825	7613
5	Hotel Green Park	5775	6300
6	Hotel Dolphin	5775	5775
7	Fortune Inn Sree Kanya	5250	5250
8	Hotel Daspalla	4725	4725
9	Best Western Plus Tejvivaan Visakhapatnam	4725	5250

TENTATIVE PROGRAMME
41st IATO ANNUAL CONVENTION
10th – 13th September, 2026
Visakhapatnam, Andhra Pradesh

DAY 1 – Thursday, the 10th September 2026

1000 - 1700 hrs Registration at Novotel Visakhapatnam Varun Beach
1000 - 1700 hrs Registration for IATO Run for Responsible Tourism at Novotel Visakhapatnam Varun Beach
1300 - 1415 hrs Lunch at Novotel Visakhapatnam Varun Beach hosted by IATO. Delegates staying at other hotels will be transferred to Novotel Visakhapatnam Varun Beach at 1230 hrs from respective hotel. Lunch will be served till 1415 hours.
1615 – 1645 hrs Delegates start arriving at Novotel Visakhapatnam Varun Beach for the Inaugural Function. High Tea and proceed to the convention hall for inaugural function.
1700 - 1900 hrs Inaugural Function
1915 hrs Inauguration of IATO Exhibition/Travel Mart
2000 -2230 hrs Culture Programme/Evening entertainment. Dinner hosted by the Chief Minister, Govt. of Andhra Pradesh
2230 hrs Depart for respective Hotels

DAY 2 - Friday, the 11th September, 2026

0900 - 0945 hrs Transfer of delegates to Novotel Visakhapatnam Varun Beach
0955 – 1145 hrs Business Sessions/State Presentations
1145 – 1200 hrs Tea/Coffee Break/Networking/B2B
1200 - 1310 hrs business Sessions/State Presentations
1310 - 1315 hrs Announcement of Door Prizes
1315 – 1430 hrs Lunch hosted by IATO
1430 - 1600 Hrs Business Sessions/State Presentations
1600 - 1615 hrs Tea/Coffee Break/Networking/B2B
1615 - 1730 hrs Business Session/State Presentations
1730 - 1740 hrs Announcement of Door Prizes
1745 hrs Depart for respective Hotels
1930 hours Depart from respective hotels to Novotel Visakhapatnam Varun Beach
2000 - 2230 hrs Evening Entertainment. Dinner at Novotel Visakhapatnam Varun Beach
2230 hrs Depart for respective Hotels

DAY 3 – Saturday the 12th September, 2026

0630 – 0800 hrs IATO Run for Responsible Tourism
0900 -0945 hrs Transfer of delegates to Novotel Visakhapatnam Varun Beach
1000 – 1145 hrs Business Sessions/State Presentations
1145 – 1200 hrs Tea/Coffee Break/Networking/B2B
1200 - 1310 hrs business Sessions/State Presentations
1310 – 1315 hrs Announcement of Door Prizes
1315 – 1430 hrs Lunch hosted by IATO
1430 - 1530 Hrs Valedictory Session
1530 - 1545 hrs Tea/Coffee Break/Networking/B2B
1545 - 1700 hrs Motivational Session

1700 – 1740 hrs Award Presentation Ceremonty
1740 - 1745 hrs Annoucement of Door Prizes
1745 hrs Depart for respective Hotels
1930 hours Depart from respective hotels to Novotel Visakhapatnam Varun Beach
2000 - 2230 hrs Evening Entertainment. Dinner at Novotel Visakhapatnam Varun Beach
2230 hrs Depart for respective Hotels

Day 4 – Sunday, the 13th September, 2026

Delegates check out. Post-Convention Tours

Note:

1. Programme is subject to change due to any force majeure reason.
2. Door prizes will be announced as mentioned above. However, door prizes will be given to delegates who are physically present in the hall at the time of announcement.
